



**Massachusetts Bay  
Transportation Authority**

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**June 15<sup>th</sup> Special Directive Update**  
**December 1, 2022**

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Chief Safety Officer

*DRAFT – For Discussion and Policy Purposes Only*

# FTA SMI Draft On-Site Verification Plan Dates



FEDERAL TRANSIT ADMINISTRATION

- ✓ Confirmed September 19 – 23
- ✓ Confirmed October 17 – 21 (Validate Track Work)
- ✓ Confirmed November 14 – 18
- Pending December 5 – 9

# No.22-4: Delayed Track Maintenance

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- Description of Directive to address nine (9) findings in three (3) areas
  - Address deficiencies in personal protective equipment (PPE) and right of way (ROW) safety
  - Correct defective track conditions
  - Address management practices that negatively impact track repair
- Summary of CAP
  - Prioritize work to address the (red) track conditions
  - Investigate ways to accelerate maintenance of existing rail-borne infrastructure work equipment and opportunities to rent/lease. Re-evaluating facility to store, maintain, and protect rail-borne infrastructure equipment
  - Evaluating access procedures to develop a method for safely increasing on-track time during non-revenue hours
- Updates
  - Minimum PPE plan Special Order distributed
  - Green Line Work Car #4361 is operational



# No.22-5: Operating Procedures Related to Train Movements

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- **Description of Directive**
  - Address operating procedures for disabled trains and yard moves and to address unintended and uncontrolled train movements by disabled trains in maintenance facilities and rail yards
- **Summary of CAP**
  - Issue a series of safety directives, policies, memos
  - Develop heavy/light rail special orders, update rulebooks, and develop audit plans; pin hitching procedures
  - Develop heavy/light rail training syllabus, hands-on training, recertification processes, embed into new hire training
  - Develop pilot program for Blue Flag procedures
  - Develop audit plans for heavy and light rail updated procedures
- **Updates**
  - Employees are being trained on new Special-Order for Yard/Carhouse moves Red/Orange Line completed Blue Line training continues
  - Distributed staff checklist procedure.
  - Immediate action closeout letter was received from the FTA

# No. 22-6: OCC Staffing

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- **Description of Directive**
  - Address 7 actions
  - Perform reporting of planned and actual shift assignments for all OCC staff
- **Summary of CAP**
  - Rule change to maximum work hours allowed for dispatchers. Reduce schedule to allow for minimum staffing levels on Heavy Rail
  - Develop sustainable, auditable processes to ensure new hours of service requirements
  - Develop plan and workforce model to ensure OCC is appropriately staffed
  - Create plan to address recruiting, training, and certification challenges of new employees
  - Build process to ensure all required OCC staff are current with their certifications before they start a shift
- **Updates**
  - **Staffing Level:** 26 total Dispatchers with supplemental manpower
    - Six (6) Dispatchers in Training

# No.22-7: Recertification of Employees

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- **Description of Directive**
  - Address 3 required actions about safety incidents patterns and interim safety findings about lapsed safety training certifications of safety-sensitive rail personnel. *As of June 20, all staff that needed recertifying have been recertified.*
- **Summary of CAP**
  - Create special order to define/clarify recertification expectations, consequences, timelines
  - Issue recertification cards and improve certification/recertification tracking system
  - Develop recertifications tracker onto SharePoint. Deliver monthly certifications reports
  - Develop processes to ensure personnel with lapsed certifications are NOT performing safety sensitive work
  - Develop plans for creating, reviewing, and updating training materials
- **Updates**
  - Recertification Cards continue to be distributed
  - Training RFP Committee reviewing proposals.